

**American Public Health Association (APHA)
Community Health Planning and Policy Development Section (CHPPD)
Conference Call - Tuesday, May 17, 2011, 12:30 – 2:00 p.m. Eastern Time**

Present: Amy Carroll-Scott (Chair), Priti R. Irani, MS (Past Chair), , Roy Grant (Governing Councilor), Shawn D. Kimmel, (Governing Councilor), Tammy Pilisuk (Governing Councilor, SDOH workgroup leader), Elena Ong (SDOH workgroup leader), Padma Arvind (Program Chair), Heather Todd (Secretary-Elect), Karyn Warsow (Student Committee Co-Chair, Rep to the Policy & Resolutions Committee), Slande Celeste (Secretary), Stanton Wolfe, Michelle Johnson, Sue Lurie, Barbara Bernstein, Scott Williams (Membership Co-Chair), Shawn Kimmel (Governing Councilor, Membership Committee Co-Chair), Carole Wolfe, Apryl Brown, Veronica Uzoobo, John Stein, Joe Thrusher, Whitney Pantnrusis, Vanisa Verma, Bob Griss, Maurice Johnson.

	Next teleconference July 19, 12:30-2pm, EDT	
Item	Discussion	Action
Welcome Members and Introductions	<p>Amy reminded folks as they were coming on the call that all of today's meeting materials were posted on the section Wiki. You can join the CHPPD Wiki by clicking on the wiki link on the section website – this is where section officers, committee chairs, and interested members communicate with each other on section business. Amy would like all of the bi-monthly section committee reports to be posted to the Wiki.</p> <p>Everyone on the call introduced himself or herself.</p> <p>March minutes were approved.</p>	<p>Go to the Section's website: www.chppd.org and click on Wiki link, or go straight to: http://chppdweb.wetpaint.com/ to access the CHPPD Wiki. You will need to sign up for a free account to use it.</p> <p>Contact Amy at amy.carroll-scott@yale.edu if you have any questions about posting to or using the Wiki.</p>
Section business:		
Secretary terms	Since the last call, Section Councilors voted to change by-laws to make Secretary-Elect and Secretary position only 1-year terms for a total of a two year commitment.	Amy will change CHPPD bylaws and distribute to leaders for approval.
Mid-Year Meeting Funding	APHA received funding to each section to fully participate and report back from the mid-year meeting in Chicago. The CHPPD representative will be Shawn Kimmel. This is the first time APHA has offered this type of funding	Shawn will report back to the membership about the meeting.

<p>2011 CHPPD Social</p>	<p>Amy discussed the possible collaboration again this year with the Community-Based Public Health (CBPH) Caucus on a joint social. Amy has joined one of their planning calls, but they seem set on having the social on Monday night. This conflicts with CHPPD's decision a few years back to move our social to Sunday night to avoid conflicts with the Monday evening school social hours because we engage a lot of students, and many of its members are alumni of various schools. Amy raised the following points for discussion: collaborating with CBPH on a social, keeping our social on Sunday night, and whether we should hold the social in the convention center or continue to try to find an off-site restaurant where we have to do more planning but typically get more for the money.</p> <p>There was consensus among call participants to not conflict with the school socials, and thus it was decided not to join CBPH's social. Elena suggested we collaborate with CBPH in other ways.</p> <p>There was also consensus to go off-site again. The space last year in Denver was too small, so it was suggested we ask our DC-based members to help "scout" out possible restaurants.</p> <p>Try to combine social with community action aspect if it is logistically sound.</p>	<p>Winston Tseng is the contact person for the social planning committee. Please contact him at wtseng@pacbell.net to contribute. We are particularly looking for DC-based members to join this effort.</p>
<p>Community Action in DC</p>	<p>Michelle Johnson reported on the planning process for the first CHPPD community action in DC. It will take place on the Saturday before the Annual Meeting, October 29. The first call of the planning committee was held last week. 7 options were suggested, but the leaning is towards doing something related to art.</p> <p>Since then, Michelle has reached out to Corcoron Art Gallery who has outreach with youth, but they run only during the week. She's waiting to hear back from the National Gallery of Art.</p> <p>Amy suggested a mural project. Michelle will suggest that to the planning committee.</p> <p>Elena Ong knows of an organization that has a cadre of students that paint murals or maps, and who put public health messages and images in them.</p>	<p>Contact Michelle Johnson at johnsonmichelle03@yahoo.com if you would like to help with planning. Members in the DC area are encouraged to help us reach out and partner with local organizations, but we welcome all members to help with this effort!</p> <p>Elena will send Michelle this information</p>

<p>FY2011 Budget Decisions</p>	<p>See attached proposals submitted to Amy since the March call for spending down the remaining ~\$1,400 in the CHPPD FY2011 operating budget. Heather Todd created a Surveymonkey survey including these options which was distributed with the agenda before today's call. Please vote after the discussion.</p> <p>First Amy proposed approving \$1,000 for CHPPD awards plaques and \$600 for cash awards for student abstract submission awards. These are costs we occur each year, and will not come out of the \$1,400.</p> <p>Discussion re: budget proposals:</p> <ul style="list-style-type: none"> • Elena suggested removing the social determinants of health (SDOH) award proposal, as the SDOH working group will propose that new standing award starting in 2012. So not in time for FY2011. • Amy reminded folks that there was limited time for new awards or processes that involved nominations or selections before these funds need to be spent by June 30. They are also, according to APHA bylaws, not to be spent on travel or registration to the annual meeting, or for events to take place during fiscal year 2012 (July 1, 2011-June 30, 2012). We can spend them on things like giveaways that we will use for various purposes and/or multiple annual meetings, or for cash awards for awards we give out now. • A comment was made in support of student scholarships to support them to come to the annual meeting. Although there are already 2 student awards for abstracts, but we can always support more students. • There was a lot of support for awards to CHWs or CBOs. But since awards cannot be specifically started to be for covering costs of attending meetings, we will have to grapple with purpose and issues of timing. <ul style="list-style-type: none"> ○ Can we attach an award to the best reviewed abstract submitted by a community-based organization, much like the student awards? • Elena suggested buying blank plaques with a promise to engrave as a condition of purchase. Amy said that we are looking to bid a new vendor and this type of flexibility will be 	<p>All Members: Take Surveymonkey survey to make your choice: https://www.surveymonkey.com/s/PZ5L7PD</p> <p>Approval by vote to spend \$1600 for plaques and cash awards.</p> <p>Padma will look into the possibility of asking for member status on abstracts: student, CBO, CHW by adding a field</p>
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	<p>considered</p> <ul style="list-style-type: none"> • Another idea was more expensive giveaways (e.g., iPods, etc.) either for Annual Meeting or for a drawing to incentivize members to take the new member survey that the Membership Committee is considering. • T-shirts could be worn to events like the community action. • Small gifts for leaders who regularly contribute to the section. Elena suggested adding pedometers to this list of possible small gifts. They can be engraved as well. • Padma suggested using some of the funds to thank the reviewers and moderators- some gifts or certificates for volunteering their time. • Possibility of donating to a non-profit organizations/community action group. Maybe even look to include them in the social planning. • Lapel pins with logo • Scholarships for community health workers, community based organizations, and student members were well supported- look at planning these ideas for FY2012 if not enough time for FY2011. <p>Amy thanked everyone for the discussion.</p>	<p>Amy will tally votes and report back on budget spending on July call.</p>
<p>Committee Reports:</p> <p>Policy and Resolutions Committee – Joe Schuchter</p>	<p>Joe reported on in the APHA policy review processes. There were 28 new policies proposed this year. Thanks to those of you who review them - CHPPD members reviewed a good number of policies. We've been asked to endorse one policy on communicable disease; we read that policy and gave some feedback that it was not well-written and the section found another endorser.</p> <p>Archived policies from 1950-1955 are available for review but only 3 reviews of the 27 policies have taken place. Process closes on May 20th and so the Surveymonkey is already closed. However, if you have 10-15 minutes to review a policy up for archiving using APHA's 5 questions, contact Joe.</p> <p>CHPPD needs to be more involved in and engaged in policy review process.</p> <p>Padma reported that 480 abstracts and 20 proposed</p>	<p>Contact Joe Schuchter at joe_schuchter@hotmail.com if you have a few minutes to review an archived policy before May 20.</p>
<p>Program</p>		

Committee – Padma Arvind	invited sessions were submitted. Over 300 abstracts were accepted to create more than 50 sessions.	
Membership Committee – Shawn Kimmel	Next membership committee meeting will be in June. Contact Shawn if you are interested so that he can send you the Doodle. This is a very energetic committee.	Contact Shawn Kimmel at skimmeld@gmail.com if you would like to join the Membership Committee
Newsletter – Barbara Bernstein	<p>Thank so all who submitted articles for the spring newsletter.</p> <p>The next deadline for the summer newsletter is June 1st for it to be submitted to APHA by the June 13th deadline. Feel free to submit articles about events, issues, opinion pieces, or programs/policies. You can send articles at any time to Barbara Bernstein or Nitasha Chaudhury. Articles should be 800 words and photos should be in .jpg format of at least 300 dpi.</p>	<p>Deadline June 1st for summer newsletter articles to:</p> <p>Barbara Bernstein <bbberns5299@gmail.com></p> <p>Nitasha Chaudhary <nitasha.chaudhary@gmail.com></p>
Awards Chair – Veronica Uzoabo	Our two most prestigious awards, the Vision and the Blum award, still have no nominations. Please consider nominating your colleagues! Submit nominations to Veronica. We encourage nominations for organizations that are trailblazers with their community projects. Organizations does not have to be in DC or be able to attend the Annual Meeting to be nominated.	<p>All: Submit your award nominations to Veronica at vuzoabo@health.ny.gov by May 27th</p> <p>Awards info and nomination forms are on the Wiki and website</p>
Student Committee – Russ McIntire	<p>Student Committee updates:</p> <ol style="list-style-type: none"> 1. Social Determinants of Health Project: At the moment we are finishing up the review process for our powerpoint presentation. We have plans to begin presenting this information and will post the powerpoint (with and without voiceover) on slideshare.com and a link on the CHPPD website. We also have plans to market the presentation on Facebook. 2. CHPPD Student Awards: Student awards for abstract submissions for the Annual Meeting have been identified, and will be contacted in 	Next Student Committee call will be held on June 21. If you are a student member of CHOD, contact Russ McIntire at rkmcinti@indiana.edu to be included on emails

<p>SDOH workgroup - Tammy Pilisuk and Elena Ong</p>	<p>the next few weeks. Thanks to Padma and the rest of the Program Committee for a wonderful job scoring abstracts and timely communication with the Student Committee.</p> <ol style="list-style-type: none"> 3. Leadership Development: In order to both foster the leadership skills of our active members, and recruit other students to participate in the section, we're hoping to do some activities and host speakers. 4. Student Assembly Speed Mentoring: We have discussed getting involved with the APHA SA Speed Mentoring event at the APHA Annual Meeting. 5. Student Committee Handbook: a Student Committee Handbook listing history, policies, procedures, goals, aims, and responsibilities of student committee. Will help continuity of projects and initiatives over the years, and will serve as a good orientation for new student members. This work is being championed by Michelle Dennison. <p>The SDOH working group convened a call to discuss next steps, polling its members and new folks who'd expressed interests in social determinants of health (SDOH). The group decided to promote SDOH and HiAP, by either:</p> <ol style="list-style-type: none"> 1. writing a high-level APHA white paper on SDOH/HiAP 2. creating a composite video or white paper that captures what the Student Section (or other APHA Members/Leaders) are doing during Public Health Week, 3. conducting a 2-4 hour "Day of Service" exemplifying SDOH/HiAP (building a playground/vegetable garden in Washington DC during Convention). Combine efforts with CHPPD community action. 4. conducting a discussion re: gender equity, and how immigration affects women who are victims of violence. <p>For FY2012: Develop a you-tube, white paper, brochure and/or web post that would define and promote the Social Determinants of Health. \$250-\$500 would be allocated to this project to defray the costs of production. The project would be completed before October, 2011.</p>	<p>If you'd like to join the SDOH workgroup, contact:</p> <p>Tammy Pilisuk Tammy.Pilisuk@cdph.ca.gov</p> <p>Elena Ong <elena.ong.1@gmail.com></p>
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<p>CHPPD Action Teams: Priti Irani</p>	<p>Priti put together a report of the SurveyMonkey completed by members of each of the 3 action teams. Because of lack of time to properly report back, Priti encourages all to review the report online, and suggests teams be ready at the next call to discuss to how to share these ideas with Intersectional Council (ISC) of APHA, and how to move forward thoughtfully in line with APHA's strategic plan</p>	<p>All: See Action team reports</p> <p>Action team members: Each team be ready to discuss to how to share these ideas with Intersectional Council (ISC) of APHA, and how to move forward thoughtfully in line with APHA's strategic plan</p>
<p>Team 1: Member engagement - Amy Carroll-Scott</p>	<p>Team 1: What are effective tools to enable members select, work on, and impact CHPPD/APHA community health priorities</p> <p>Report-back from April 14 call, when we decided on 2 short-term priorities:</p> <ol style="list-style-type: none"> 1. Plan a community action in DC. Led by Michelle Johnson. Will involve SDOH workgroup and Built Environment Workgroup members, and CHPPD members in DC. Email Michelle at if interested in being a part of planning. 2. Create a new member survey to try to increase participation and yield information for use for networking and identifying member expertise. Led by Winston Tseng. Email Winston at wtseng@pacbell.net if interested in contributing. <p>Longer-term priority: envisioning how CHPPD is different and unique from other APHA entities, and build on that to promote value added for affiliation and engagement of current, new, and potential members.</p> <p>Thoughts about next steps – there is significant overlap with the Membership Committee – perhaps just combine groups while maintaining the momentum and membership of the action team.</p>	
<p>Team 2: Invited session update – Team Leaders, Padma Arvind and Cheryl</p>	<p>No update. This group has not met since the last call.</p>	

<p>Archbald</p> <p>Team 3: Transportation Work Group – Team Leader: Karyn Warsow</p>	<p>Karyn, Priti, and Ijeoma worked on a survey and sent it out to true transportation people (engineers, etc). 25 surveys were returned- they will be entered into Excel and sent to Priti and Ijeoma for analysis before being circulated.</p>	
<p>Adjourn</p>	<p>The meeting was adjourned at 2:01 pm EST</p>	

Notes by Slande Celeste and Heather Todd

Description	Proposed Amount
Donate to non-profit organization	TBD
Engraved pen with name and APHA logo	\$50-\$200 (range of prices on the Cross website)
Plaque for SDOH award honoree	TBD (Anywhere from \$10 up, depending on company.)
Small gifts for leaders who consistently contribute to the section e.g. Customized usb wristband	\$ 320 - \$ 420 for 26 - 51 At discount mugs: http://www.discountmugs.com/nc/usb-flash-drives/2584/wristband-usb-flash-drives.htm?qclid=CL2518fozqcCFQ975QodRTbyBg a 2 GB wristband USB for 75+ is \$7.49; http://www.discountmugs.com/nc/usb-flash-drives/2592/wood-swivel-usb-flash-drives.htm a 2 GB wooden swivel for 75+: \$11.99
CHPPD T-shirts with our logo and in 4 sizes	TBD (On T-shirtspot.com, a white/black ringer 50/50 is \$7.56 per shirt if 150-249 t-shirts are purchased, including one imprint; other colors available for the same price.)
Giveaways at the Annual Meeting Booth	TBD; 2009 proposed amount was \$ 350 – 500 for grocery bags, sponges, etc.
Raffle prizes at Annual Meeting to attract non-members Student Committee Member scholarship for annual meeting	\$150-\$200 Student Member Registration Fees --Early Bird (August 19): \$210; Full Fee by Sept. 23: \$245; On Site: 245; One-Day on-site: \$195
Awards/stipends for CBO employees attending the mid-year meeting	Member - Full Fees (May 20): \$450; On-site/after May 20: \$510; non-Member: \$650 through May 20; \$710 after.
Award stipend for Community Health Worker to attend Annual Meeting	Regular Member Fees--Early Bird: \$445; Full Fees: \$500; On-Site Fees: \$560; One-Day: \$360. Discounted Member/Special health Worker-- Early Bird: \$225; Full Fee: \$255; On Site Fee: \$245; One-day: \$210.
Day-pass to Annual Meeting for community-based program participants	Regular Member: \$360; Discounted/Special Member: \$210; Non-Member Special Health: \$230 (and requires proof of income less than \$40,000).
Small awards to community-based organizations to recognize work with SDOH	TBD